**Priorities for Local AIDS Control Efforts (PLACE)**

**Agenda: Training for Patron and Worker Interviews (Level 3)**

| Time | Interviewer Training: Patron and Worker Interviews | Materials Needed |
| --- | --- | --- |
| Day 1 | |  |  |
| 9:00 – 9:20 | | Welcome | Agenda: Training for Level 3 Patron and Worker Interviews (1 per participant) |
| 9:20 – 10:30 | | Overview of Patron and Worker Interviews | Patron and Worker Training (PowerPoint) |
| 10:30 – 10:45 | | *Break* | Coffee and snacks |
| 10:45 – 11:30 | | Recruitment, HIV Testing, Fact Sheets and Informed Consent | Patron and Worker Training (PowerPoint)  Form C Fact Sheet and Informed Consent for Patron and Worker Interviews (Step 4.8 and in the PLACE Tool Kit online) |
| 11:30 – 12:30 | | Sequencing of Informed Consent, Interviewing and Testing | Step-by-Step Form C Instructions (Step 4.8) |
| 12:30 – 1:45 | | *Lunch* | Lunch |
| 1:45 – 2:15 | | Overview of Form C | Patrons and Worker Training (PowerPoint) |
| 2:15 – 3:30 | | Form C: Question by question read- though |  |
| 3:00 – 3:15 | | *Break* | Coffee and snacks |
| 3:15 – 3:30 | | Read-through, continued |  |
| 3:30 – 4:30 | | Practice in pairs | Blank copies of Form C |
| 4:30 – 5:00 | | Review and questions: include discussion around ethical/confidentiality issues specific to Form C |  |
| Day 2 | |  |  |
| 9:00 – 10:00 | | Role play: observe complete process |  |
| 10:00 – 10:30 | | Discuss issues that arose during role play |  |
| 10:30 – 10:45 | | Snack | Coffee and snacks |
| 10:45 – 11:15 | | Form 3-1: Supervisor District Summary Form for Form C | Form 3.1 |
| 11:15 – 11:45 | | Form 3-2: Supervisor Form C Summary Form for a Specific Venue | Form 3.2 |
| 11:45 – 12:15 | | Form 3-3: Interviewer Outcome Log for Form C Interviews | Form 3.3 |
| 12:15 – 1:15 | | *Lunch* | Lunch |
| 1:15 – 1:45 | | Form 3-4: Tester Venue Summary Form | Form 3.4 |
| 1:45 – 2:00 | | Form 3-5: Dried Blood Spot Tracking Form | Form 3.5 |
| 2:00 – 3:00 | | Safety issues |  |
| 3:00 – 4:00 | | *Break* | Coffee and snacks |
| 4:00 – 7: 00 | | Practice in a venue setting. Each interviewer recruits and interviews 2 respondents using the Tablet. |  |
| Day 3 | |  |  |
| 9 – 11:00 | | Supervisors provide feedback on practice interviews from the day before.  General discussion |  |